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Rec. 11/21/60
22 June 1960

MEMORANDUM FOR THE RECORD

SUBJECT: Comments on Proposed Revisions to Emergency Planning Regulations

1. I represented Management Staff at a meeting of DDS components conducted by [redacted] at which time the following proposed papers were explained:

- a. Revised Headquarters Emergency Plan. (This plan includes, in addition to enemy attack, emergencies resulting from fire, riot and natural disaster). The acceptance of this paper would rescind [redacted] dated 17 August 1955.
- b. Revised Plan For The Relocation Of The Headquarters Of The Central Intelligence Agency In Time Of Emergency. This paper defines the following 3 groups, and establishes the location that they will proceed to at time of emergency. These groups are:
 1. The Initial Emergency Force
 2. The OCDM Interim Plan Cadre
 3. The Reinforcement Group
- c. Memorandum for the DDP, DDI and DDS, Subject: Instructions for Deploying the Initial Emergency Relocation Force.
- d. Revised Memorandum of Instructions for All Members of the Initial Emergency Relocation Force.

2. Copies of the above draft papers were given to each person in attendance (all DDS components except the Office of Training were represented). Each person was asked to comment on these papers, either in writing or orally, by COB Wednesday, 22 June.

3. There were two things contained in these papers that I would like to comment on:

1. Reference is made to the establishing of "The OCDM Interim Plan Cadre" consisting of five agency persons designated to report to the Classified Location of the Office of Civil and Defense Mobilization in time of emergency.

It is my feeling that it would be wise for us to consider the procuring of some file space at the OCDM relocation site

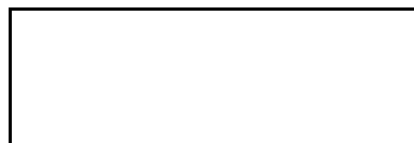
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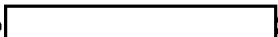
for the duplicate storing of selected Vital Materials. If the materials selected for storage included hard copies of the NIS, NIE's and other selected CIA finished intelligence we would be accomplishing, to some extent, dispersal of our VM. Two very important factors in favor of the use of this facility are:

- a. Location - This facility is much closer to our relocation site than any other sites suggested for dispersal.
 - b. Protection - This is underground and would afford adequate protection against all elements of disaster, both natural or enemy triggered.
4. The other item I want to comment on is the instructions to members of the Reinforcement Group regarding mail address to be given to their dependants for emergency use. The address is the same as that to be used by the Initial Emergency Relocation Force. As the locations of these two groups would be widely separated it would appear more appropriate to establish a separate box, close to the actual location of the Reinforcement Group for their use.

Other than the above comments, I feel that the papers are clearly written, can be understood easily and are complete with the exception of the portion dealing with Dependents. However, until OCDM establishes policy on this, no improvement can be expected.



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The above comments were phoned to  22 June 1960.

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He felt that my remarks contained in 3, 1, were good, but not pertinent to the regulation.

Regarding my comments in paragraph 4 he felt that Security would frown on the procuring of another box and also felt that using the same box number would eliminate confusion.

G. J. K.

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